

Notice of Meeting:

I hereby give notice that an ordinary meeting of the Dunedin Heritage Fund will be held on:

Date: Thursday 21 August 2025
Time: 9:30 a.m.
Venue: Plaza Conference Room, Civic Centre,
The Octagon, Dunedin

Sandy Graham
Chief Executive Officer

Dunedin Heritage Fund
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Cr Sophie Barker	
Deputy Chairperson	Cr David Benson-Pope	
Members	Eva Forster-Garbutt	Joy Baker
	Laura Acton	
	Anna Johnson	Mark Mawdsley
Senior Officer	Heather Bauchop, Heritage Advisor	
Governance Support Officer	Lauren Riddle	

Lauren Riddle
Governance Support Officer

Telephone: 03 477 4000
Lauren.riddle@dcc.govt.nz
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Note: Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.

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1 WELCOME**2 APOLOGIES**

At the close of the agenda no apologies had been received.

3 CONFIRMATION OF AGENDA

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

DECLARATION OF INTEREST

EXECUTIVE SUMMARY

1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.
2. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

RECOMMENDATIONS

That the Committee:

- a) **Notes/Amends** if necessary the Elected Members' Interest Register; and
- b) **Confirms/Amends** the proposed management plan for Elected Members' Interests.

Attachments

	Title	Page
A	Register of Interest - August 2025	6

Dunedin Heritage Fund Councillor Interest Register As at 14 August 2025					
Councillors are members of all committees					
Name	Date of Entry	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Cr Sophie Barker		Director	Ayrmed Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Property Owner	Residential Property Owner - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Beneficiary	Sans Peur Trust (Larnach Castle)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Mentor	Business Mentors NZ	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Volunteer	Blue Penguins Pukekura	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Dunedin Vegetable Growers Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Chairperson	Dunedin Heritage Fund (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Dunedin Gasworks Museum Trust (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Dunedin Otago Sister City Society (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Hereweka Harbour Cone Trust (Council Appointment)	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Deputy Chair	Dunedin Food and Drink Tourism Story Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Te Ao Tūroa Partners	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Co-Chair	Ōtepoti Dunedin Destination Management Plan Advisory Panel Connecting Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	(Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Institute of Directors	No conflict Identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Cr David Benson-Pope	17/11/2016	Owner	Residential Property Ownership in Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Trustee and Beneficiary	Blind Investment Trusts	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Yellow-eyed Penguin Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	New Zealand Labour Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Dunedin Heritage Fund (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Dunedin Public Art Gallery Acquisitions Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
		Member	Otago Museum Trust Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

CONFIRMATION OF MINUTES

DUNEDIN HERITAGE FUND MEETING - 15 MAY 2025

RECOMMENDATIONS

That the Committee:

- a) **Confirms** the public part of the minutes of the Dunedin Heritage Fund meeting held on 15 May 2025 as a correct record.

Attachments

	Title	Page
A↓	Minutes of Dunedin Heritage Fund meeting held on 15 May 2025	8

Dunedin Heritage Fund

MINUTES

Minutes of an ordinary meeting of the Dunedin Heritage Fund held in the Plaza Conference Room, Civic Centre, The Octagon, Dunedin on Thursday 15 May 2025, commencing at 9:30 a.m.

PRESENT

Deputy Chairperson	Cr David Benson-Pope	
Members	Alison Breese	Joanne Galer
	(Heritage NZ)	(Southern Heritage Trust)
	Sarah Gallagher	Mark Mawdsley
	(Heritage NZ)	
IN ATTENDANCE	Heather Bauchop, Heritage Advisor; Annette Greene, Administrator - Planning	

WELCOME

Cr David Benson-Pope welcomed attendees to the meeting.

Sarah Gallagher announced she was leaving the Committee to uptake a new role at the Dunedin City Council as Tumuaki Wharepukapuka o Otepoti/Director of Library Services.

The Committee welcomed Alison Breese as the temporary Heritage New Zealand representative.

1 APOLOGIES

Moved (Cr David Benson-Pope/ Sarah Gallagher):
That the Committee:

Accepts the apology from Anna Johnson for absence and from Cr Sophie Barker for lateness.

Motion carried

2 CONFIRMATION OF AGENDA

Moved (Cr David Benson-Pope/ Mark Mawdsley):
That the Committee:

Confirms the agenda without addition or alteration

Motion carried

3 DECLARATIONS OF INTEREST

Members were reminded of the need to stand aside from decision-making when a conflict arose between their role as an elected representative and any private or other external interest they might have.

No updates were provided.

Moved (Cr David Benson-Pope/Member Mark Mawdsley):

That the Committee:

- a) **Notes** the Elected Members' Interest Register; and
- b) **Confirms** the proposed management plan for Elected Members' Interests.

Motion carried.

4 CONFIRMATION OF MINUTES

5.1 DUNEDIN HERITAGE FUND MEETING - 20 FEBRUARY 2025

Moved (Cr David Benson-Pope/Member Sarah Gallagher):

That the Committee:

- a) **Confirms** the public part of the minutes of the Dunedin Heritage Fund meeting held on 20 February 2025 as a correct record.

Motion carried (DHF/2025/008)

PART A REPORTS

6 DHF FUNDING REPORT FOR 2023-2024

A report on the funding provided from the Dunedin Heritage Fund for the financial year 2023-24 presented to Council at the meeting held 30 April 2025 was tabled for the information of the Committee.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved (Cr David Benson-Pope/Member Sarah Gallagher):

That the Committee:

Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution	Reason for Confidentiality
C1 Dunedin Heritage Fund meeting - 20 February 2025 - Public Excluded	S7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	.	
C2 Dunedin Heritage Fund - Heritage Advisor Summary report, Financial Update to 30 April 2025 and Round 4, 2024/2025 funding applications.	S7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	S48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above after each item.

Motion carried (DHF/2025/009)

The meeting moved in to public excluded meeting at 9:35 a.m.

.....
CHAIRPERSON

RESOLUTION TO EXCLUDE THE PUBLIC

That the Dunedin Heritage Fund:

Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution	Reason for Confidentiality
C1 Confirmation of the Confidential Minutes of Dunedin Heritage Fund meeting - 15 May 2025 - Public Excluded	S7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	.	
C2 Dunedin Heritage Fund - Heritage Advisors' Summary report, Financial Update to 31 July 2025, and Round 1 2025/2026 funding applications.	S7(2)(b)(ii) The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	S48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above after each item.